



CITY OF HOBART

# AGENDA

## GOVERNANCE COMMITTEE MEETING (OPEN PORTION OF THE MEETING)

**TUESDAY, 31 MAY 2016**

**AT 5.00 PM**

### THE MISSION

Our mission is to ensure good governance of our capital City.

### THE VALUES

**The Council is:**

**about people**

We value people – our community, our customers and colleagues.

**professional**

We take pride in our work.

**enterprising**

We look for ways to create value.

**responsive**

We're accessible and focused on service.

**inclusive**

We respect diversity in people and ideas.

**making a difference**

We recognise that everything we do shapes Hobart's future.

## **HOBART 2025 VISION**

In 2025 Hobart will be a city that:

- Offers opportunities for all ages and a city for life
  - Is recognised for its natural beauty and quality of environment
  - Is well governed at a regional and community level
  - Achieves good quality development and urban management
  - Is highly accessible through efficient transport options
  - Builds strong and healthy communities through diversity, participation and empathy
  - Is dynamic, vibrant and culturally expressive
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<b>MOTION OF WHICH NOTICE HAS BEEN GIVEN UNDER REGULATION 16 (5) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2015</b>
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- 9. RECORDING AND PUBLISHING OF DEPARTURE TIMES FROM COUNCIL AND COMMITTEE MEETINGS – FILE REF: 13-1-2**
- 10. GOVERNANCE COMMITTEE – STATUS REPORT**
- 11. QUESTIONS WITHOUT NOTICE – FILE REF: 13-1-10**
- 12. CLOSED PORTION OF THE GOVERNANCE COMMITTEE MEETING**

**BUSINESS LISTED ON THE AGENDA IS TO BE CONDUCTED IN THE ORDER  
IN WHICH IT IS SET OUT UNLESS THE COMMITTEE BY SIMPLE MAJORITY  
DETERMINES OTHERWISE**

I, Nicholas David Heath, General Manager of the Hobart City Council, hereby certify that:

1. In accordance with Section 65 of the Local Government Act 1993, the reports in this agenda have been prepared by persons who have the qualifications or the experience necessary to give such advice, information or recommendations included therein.
2. No interests have been notified, pursuant to Section 55(1) of the Local Government Act 1993, other than those that have been advised to the Council.



N.D. HEATH  
GENERAL MANAGER

## **GOVERNANCE COMMITTEE AGENDA (OPEN)**

### Committee Members

Ruzicka (Chairman)  
Deputy Lord Mayor Christie  
Cocker  
Thomas  
Reynolds

**Governance Committee (Open Portion of the Meeting) -  
Tuesday, 31 May 2016 at 5.00 pm in the Lady Osborne  
Room.**

### Aldermen

Lord Mayor Hickey  
Zucco  
Briscoe  
Sexton  
Burnet  
Denison  
Harvey

**PRESENT:**

**APOLOGIES:** Nil.

**LEAVE OF ABSENCE:** Nil.

### **CO-OPTION OF COMMITTEE MEMBERS IN THE EVENT OF A VACANCY**

Where a vacancy may exist from time to time on the Committee, the Local Government Act 1993 provides that the Council Committees may fill such a vacancy.

### **1. MINUTES OF THE OPEN PORTION OF THE MEETING OF THE GOVERNANCE COMMITTEE HELD ON TUESDAY, 3 MAY 2016**

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**GOVERNANCE COMMITTEE AGENDA  
(OPEN PORTION OF THE MEETING)  
31/5/2016**

## **2. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA**

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In accordance with the requirements of Part 2 Regulation 8 (6) of the Local Government (Meeting Procedures) Regulations 2015, the Committee, by simple majority may approve the consideration of a matter not appearing on the agenda, where the General Manager has reported:

- (a) the reason it was not possible to include the matter on the agenda, and
- (b) that the matter is urgent, and
- (c) that advice has been provided under Section 65 of the Local Government Act 1993.

### **RECOMMENDATION**

That the Committee resolve to deal with any supplementary items not appearing on the agenda, as reported by the General Manager in accordance with the provisions of the Local Government (Meeting Procedures) Regulations 2015.

## **3. INDICATIONS OF PECUNIARY AND CONFLICTS OF INTEREST**

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In accordance with Part 2 Regulation 8 (7) of the Local Government (Meeting Procedures) Regulations 2015, the chairman of a meeting is to request Aldermen to indicate whether they have, or are likely to have, a pecuniary interest in any item on the agenda.

In addition, in accordance with the Council's resolution of 14 April 2008, Aldermen are requested to indicate any conflicts of interest in accordance with the Aldermanic Code of Conduct adopted by the Council on 27 August 2007.

Accordingly, Aldermen are requested to advise of pecuniary or conflicts of interest they may have in respect to any matter appearing on the agenda, or any supplementary item to the agenda, which the committee has resolved to deal with, in accordance with Part 2 Regulation 8 (6) of the Local Government (Meeting Procedures) Regulations 2015.

## **4. TRANSFER OF AGENDA ITEMS**

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Are there any items which the meeting believes should be transferred from this agenda to the closed agenda or from the closed agenda to the open agenda, in accordance with the procedures allowed under Regulation 15 of the Local Government (Meeting Procedures) Regulations 2015?

**GOVERNANCE COMMITTEE AGENDA  
(OPEN PORTION OF THE MEETING)  
31/5/2016**

**5. DERWENT ESTUARY PROGRAM – REGISTRATION AS NOT-FOR-PROFIT – FILE REF: 41-40-2**

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8x's

Report of the General Manager of 23 May 2016 and attachment.

DELEGATION: Council

**TO** : Governance Committee

**FROM** : General Manager

**DATE** : 23 May, 2016

**SUBJECT** : **DERWENT ESTUARY PROGRAM - REGISTRATION AS NOT-FOR-PROFIT**

**FILE** : 41-40-2 PAJ:PAJ (document1)

## **1. INTRODUCTION**

- 1.1. The purpose of this report is to consider a request for the City of Hobart to provide a letter of support to the Derwent Estuary Program in relation to it incorporating as a not-for-profit company limited by guarantee.

## **2. BACKGROUND**

- 2.1. The Derwent Estuary Program (DEP) is a regional partnership established in 1999 between local governments, the Tasmanian state government, businesses, scientists and the community to restore and promote the estuary.
- 2.2. The City of Hobart has been a partner in the DEP since it commenced in 1999.
- 2.3. The DEP is proposing to register as a registered not-for-profit company limited by guarantee and has written to the City of Hobart requesting its support of the DEP's proposal.
  - 2.3.1. **Attachment A** to this report is a copy of correspondence setting out the basis for the DEP's proposal.
- 2.4. The document sets out that the benefits of this proposal are:
  - 2.4.1. Provides a governance structure that will allow the DEP to expand critical research and management of the Derwent River and Estuary;
  - 2.4.2. Makes the DEP eligible to apply for non-government grants and philanthropic donations;
  - 2.4.3. Addresses perceptions of alignment;
  - 2.4.4. Provides greater flexibility around staffing, finances, contracts and other administrative needs.
- 2.5. The transitional arrangements would be that:

- 2.5.1. Current Partners become Members;
  - 2.5.2. Current Steering Committee becomes Board;
  - 2.5.3. Partnership Agreement is re-written as Constitution;
  - 2.5.4. Environmental Management Plan/Work Plans become Strategic Plan/Business Plans;
  - 2.5.5. Annual Report becomes audited Annual Report/Financial Statement.
- 2.6. Council officers have no objection to the proposal.
- 2.7. Included within the document is a draft letter of support demonstrating the City of Hobart's support for the proposal. Should the Council resolve to provide such support the letter will be amended to reflect this.

### **3. PROPOSAL**

- 3.1. It is proposed that the letter of support be provided in relation to the Derwent Estuary Program's proposal.

### **4. IMPLEMENTATION**

- 4.1. Should the Council resolve to do so, the letter will be finalised and provided to the DEP.
- 4.2. The Council will then be a participant in the process and have the opportunity to provide input into the drafting of the constitution of the DEP.

### **5. STRATEGIC PLANNING IMPLICATIONS**

- 5.1. The DEP generally has a strong alignment with the City of Hobart's Strategic Plan. Specifically the following are relevant:
- 1.2 Strong national and international relationships
    - 1.2.2 Partner with stakeholders to promote Hobart as a safe and culturally receptive city with a quality urban and natural environment.
  - 2.2 A people-focussed city with well-designed and well managed urban and recreational spaces
    - 2.2.1 Provide a wide range of quality places where the community can enjoy urban activities and events
    - 2.2.2 Develop, manage and maintain the city's urban spaces and infrastructure.
  - 3.1 Increased resilience to climate change
    - 3.1.3 Develop and implement a coastal hazard strategy.



### 3.2 Strong environmental stewardship

3.2.2 Prepare and implement catchment management plans and master drainage schemes.

3.2.3 Implement the city's Stormwater Strategy 2012–2017

3.2.4 Regulate and manage potentially polluting activities and protect and improve the environment.

3.2.7 Review and improve the city's approach to biodiversity management.

### 4.2 City facilities, infrastructure and open spaces support healthy lifestyles.

4.2.4 Deliver and support recreation, education, social and healthy living programs and activities in city facilities.

### 4.3 Build community resilience, public health and safety

4.3.5 Protect and improve public and environmental health outcomes.

## **6. FINANCIAL IMPLICATIONS**

### 6.1. Funding Source(s)

6.1.1. There is no funding directly required as a result of this report.  
Funding is currently determined by the partnership agreement.

### 6.2. Impact on Current Year Operating Result

6.2.1. There is no expected impact on the current year operating result.

### 6.3. Impact on Future Years' Financial Result

6.3.1. The impact on future years' financial result is currently known within the term of the current partnership agreement. Should this proposal proceed there is a prospect that the funding arrangements will alter, but this is not yet known.

### 6.4. Asset Related Implications

6.4.1. None arise from this report.

## **7. DELEGATION**

7.1. This matter requires the consideration of the Council.

## **8. CONSULTATION**

8.1. Manager Legal and Governance.

8.2. Environmental Scientist.

## 9. CONCLUSION

- 9.1. The Derwent Estuary Program has written to the Council requesting it provide support for the DEP's proposal to become a registered not-for-profit company limited by guarantee.
- 9.2. The DEP was established in 1999 and is currently a regional partnership between local governments, the Tasmanian State Government, businesses, scientists and the community to restore and promote the estuary.
- 9.3. The benefits of this proposal are outlined as:
  - 9.3.1. Providing a governance structure that will allow the DEP to expand critical research and management of the Derwent River and Estuary;
  - 9.3.2. Making the DEP eligible to apply for non-government grants and philanthropic donations;
  - 9.3.3. Addressing perceptions of alignment;
  - 9.3.4. Providing greater flexibility around staffing, finances, contracts and other administrative needs.
- 9.4. Council officers are supportive of the proposal.

## 10. RECOMMENDATION

*That:*

- 10.1. The report PAJ:paj(document1) be received and noted.**
- 10.2. The letter of support be provided in relation to the Derwent Estuary Program's proposal.**

*As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.*



(N.D. Heath)

**GENERAL MANAGER**

Attachment A: Proposal to re-structure the Derwent Estuary Program as a registered not-for-profit company.

## **PROPOSAL TO RE-STRUCTURE THE DERWENT ESTUARY PROGRAM AS A REGISTERED NOT-FOR-PROFIT COMPANY**

### **SHORT-VERSION**

#### **Who we are/what we do/why it is important**

The Derwent Estuary Program (DEP) is a regional partnership between local governments, the Tasmanian state government, businesses, scientists and the community to restore and promote our estuary. The DEP was established in 1999 and has been nationally recognised for excellence in coordinating initiatives to reduce water pollution, conserve habitats and species, monitor river health and promote greater use and enjoyment of the foreshore. The DEP plays a critical role in collaborating, understanding, engaging and taking action. We look after the needs of the Derwent on behalf of our partners and are well respected because of our strong scientific basis.

#### **What's the proposal**

The DEP is seeking to register our organisation as a registered not-for-profit Company Limited by Guarantee. This has many advantages, in particular:

- Provides a governance structure that will allow the DEP to expand critical research and management of the Derwent River and Estuary
- Makes us eligible to apply for non-government grants and philanthropic donations
- Addresses perceptions of alignment
- Provides greater flexibility around staffing, finances, contracts and other administrative needs

We believe that our existing partnerships and resourcing arrangements can be readily transferred to this new structure with minimal disruption and a small increase in cost (<10%), e.g.

- Current Partners become Members
- Current Steering Committee becomes Board
- Partnership Agreement is re-written as Constitution
- Environmental Management Plan/Work Plans become Strategic Plan/Business Plans
- Annual Report becomes audited Annual Report/Financial Statement

#### **Summary and risks of not acting**

We believe this proposal is the next logical step in the evolution of the DEP and will give us the flexibility and additional resources we need to address new and emerging issues. If we do not continue to grow, we run the risk of stagnation, and settling into a holding pattern largely based around monitoring and reporting.

**LONGER VERSION**

The Derwent Estuary Program (DEP) is a regional partnership between local governments, the Tasmanian state government, businesses, scientists and the community to restore and promote our estuary. The DEP was established in 1999 and has been nationally recognised for excellence in coordinating initiatives to reduce water pollution, conserve habitats and species, monitor river health and promote greater use and enjoyment of the foreshore. The DEP plays a critical role in collaborating, understanding, engaging and taking action. We look after the needs of the Derwent on behalf of our partners and are well respected because of our strong scientific basis.

Our major sponsors include: Brighton, Clarence, Derwent Valley, Glenorchy, Hobart and Kingborough councils, the Tasmanian State Government, TasWater, Tasmanian Ports Corporation, Norske Skog Boyer, Hydro Tasmania and Nyrstar Hobart. We also work collaboratively on projects with the CSIRO Marine Research, University of Tasmania, Institute of Marine and Antarctic Studies and NRM South.

**What's the proposal**

The DEP is seeking to register our organisation as a registered not-for-profit Company Limited by Guarantee. This has many advantages, in particular:

- Provides a governance structure that will allow the DEP to expand critical research and management of the Derwent River and Estuary
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- Current Partners become Members
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- Partnership Agreement is re-written as Constitution
- Environmental Management Plan/Work Plans become Strategic Plan/Business Plans
- Annual Report becomes audited Annual Report/Financial Statement

In summary, we believe this proposal is the next logical step in the evolution of the DEP and will give us the flexibility and additional resources we need to address new and emerging issues. If we do not continue to grow, we run the risk of stagnation, and settling into a holding pattern largely based around monitoring and reporting.

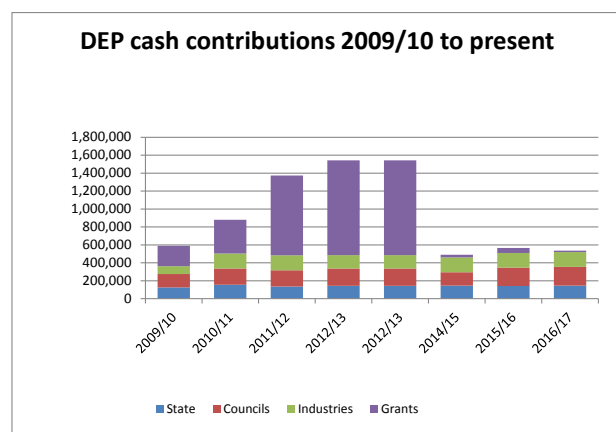
**Why is this necessary?****Governance structure**

While the DEP has operated successfully for a number of years as a partnership agreement, hosted by the state government, this relatively informal structure does not meet the needs of a mature organisation. At present, we are essentially trying to operate as a small non-profit business, but within the administrative requirements of the State Government. The DEP needs a more formal governance structure that allows us to grow and adapt to changing circumstances, and provides greater flexibility around staffing, finances, contracts and other administrative needs. The proposed new structure also addresses current perceptions of alignment (many people assume the DEP is a state government program) and provides our partners with greater rigour and transparency with respect to annual and financial reporting.

**Grants funding**

In the past the DEP has successfully leveraged our partners' contributions to bring home over \$5 million in grants and prizes. We have also played an important role in supporting a number of large grants awarded to

our partners directly. This funding has supported most of our major scientific studies and substantive on-ground works, including groundwater remediation, stormwater treatment, wetland acquisition and conservation of iconic species, such as little penguins and spotted handfish. Since 2014, however, Australian Government grant funding has largely disappeared and we are unable to apply for non-government grants because we are not a registered non-profit organisation. While we have been able to maintain our core business of monitoring, reporting and some maintenance activities, we are unable to grow or take on new opportunities. This is particularly important with respect to emerging issues such as declining water quality in the catchment, which require a proactive approach and significant levels of funding.



### Potential issues & how addressed

We have carefully considered potential issues associated with the establishment of the DEP as registered non-profit, with advice from governance experts, and are confident that these can be readily managed as outlined below:

- Loss of partner support and engagement**  
 We feel this is a low risk, provided that all of the current partners are retained, and continue to meet regularly as members of the Board. Other regular communications will also continue, including high-level briefings and annual roadshows. Cash contributions will continue to be negotiated as in the past, and in-kind support (e.g. lab and field support) can be formalized via grant deeds or service level agreements.
- Trading while insolvent**  
 The DEP has operated for over 15 years with a high level of financial responsibility and has never experienced a negative cash balance. We feel this is a low risk, and can be further mitigated by maintaining sufficient funds in an interest-bearing account to cover our operations for at least 6 months, and including a clause in the Company's constitution that requires members to give advance notice if they are unable to provide agreed financial support in a given year.
- Administrative load and increased costs**  
 We feel this is a low risk and the administrative load can be minimised by integrating our current models and documents within the new governance structure. Furthermore, some of the administrative tasks and costs can be mitigated through the provision of in-kind and pro-bono support. While there will be some increase in costs, we estimate that this will be less than 10%, and the ability to attract new sources of funding will more than compensate for this.

### Summary and risks of not acting

We believe this proposal is the next logical step in the evolution of the DEP and will give us the flexibility and additional resources we need to address new and emerging issues. If we do not continue to grow, we run the risk of stagnation, and settling into a holding pattern largely based around monitoring and reporting.



PARTNER LOGO

## PROPOSED LETTER OF SUPPORT

\_\_\_ has been a strong supporter of the DEP since its inception in 1999. In September 2014 \_\_\_ approved continued support and participation in the DEP for a further 5 years, and a Partnership Agreement was signed to this effect by \_\_\_. A copy of this Agreement is attached.

We accept and support the need for the DEP to enter into a business structure that will allow for continued growth, flexibility and better access to funding, together with more formal reporting systems. As such: \_\_\_\_\_ will:

- Support the registration of the DEP as a Company Limited by Guarantee.
- Become a Member of the Company (currently a Partner), along with the other 12 current partners of the DEP
- \_\_\_'s current representative on the DEP Steering Committee (or their nominated representative) will be appointed as a Director of the company and will continue to represent \_\_\_\_\_ on the Board under the terms of their appointment as agreed and documented in the constitution
- \_\_\_ will continue to fund the DEP in line with current contributions, and provide a similar level of in-kind support for the remaining period of the Partnership Agreement, until and unless otherwise agreed. If there is an anticipated decrease in this level of support, \_\_\_\_\_ will notify the DEP at least \_\_\_ months in advance.

The DEP will:

- Continue to deliver activities as agreed in Annual Business Plans (currently Annual Implementation Plans), including monitoring & scientific investigations, communications, pollution control, biodiversity conservation and catchment and channel initiatives.
- Satisfy all compliance and reporting requirements of regulatory bodies, including ASIC, ATO and the ACNC, and the constitution, including but not limited to Annual Reports and Audited Financial Statements.
- Present key findings and recommendations to each Member annually, or as otherwise requested.

Further details regarding the Company objects, structure and finances will be developed in consultation with the Steering Committee/Board and relevant experts, and will be set out in the Constitution.

Signed on behalf of \_\_\_\_\_

\_\_\_\_\_

Signed on behalf of the DEP

\_\_\_\_\_

**6. LAUNCESTON CITY COUNCIL – MEMORANDUM OF UNDERSTANDING  
– FILE REF: 12-20-14**

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4x's

Report of the General Manager of 20 May 2016.

DELEGATION: Council

**TO** : Governance Committee

**FROM** : General Manager

**DATE** : 20 May, 2016

**SUBJECT** : **LAUNCESTON CITY COUNCIL - MEMORANDUM OF UNDERSTANDING**

**FILE** : 12-20-14 NH:FC (o:\council & committee meetings reports\gc reports\2016 meetings\31 may\report -- lcc mou.docx)

## **1. INTRODUCTION**

- 1.1.** The purpose of this report is to seek the Council's approval to reconsider the mechanism by which the Hobart City Council engages with the Launceston City Council.

## **2. BACKGROUND**

- 2.1.** At its 25 June 2012 meeting the Council resolved inter alia:

*That: The Council endorse the Memorandum of Understanding between Hobart and Launceston City Councils.*

- 2.1.1.** The overriding purpose of the Memorandum of Understanding (MOU) was to provide a framework for collaboration and information sharing to support and enhance the objectives of both the City of Hobart and the Launceston City Council with respect to advancing the economic development and influence of both cities.
- 2.2.** The official signing of the MOU took place on 15 October 2012.
- 2.3.** A Joint Working Party was established with Aldermanic representatives from both Councils to assist in achieving the overriding purpose of the MOU.
- 2.3.1.** Since commencement of the MOU the Joint Working Party has met on six occasions for regular meetings as well as two workshops.
- 2.4.** At its 11 August 2014 meeting, the Council resolved to adopt an amended MOU which rationalised the number of actions in the MOU in order to allow the Joint Working Party to concentrate on four key priorities.
- 2.5.** Following this, a workshop was held on 18 February 2015 to explore a future framework for the most effective collaboration between the Cities of Hobart and Launceston on major strategic issues of common interest.



- 2.5.1. This resulted in a draft protocol being developed and approved by the two Councils.
- 2.6. Unfortunately, since the Protocol was adopted by the Council on 13 April 2015 the Joint Working Party has been unable to meet to further the progress of the MOU.
  - 2.6.1. This has been due to a number of legitimate reasons, including finding meeting dates which have suited all parties.
- 2.7. Given that this latest arrangement has not, in the main part, been successful, it is still considered important from a strategic and political perspective that the Hobart and Launceston City Councils as the primary local government entities in the south and the north of the State continue to meet in some format.
  - 2.7.1. By speaking collectively to government on matters of strategic, economic or social priority both Councils can exercise significant influence.
- 2.8. By way of achieving this collective influence, it is proposed that a new arrangement be set up involving two meetings per year of the Lord Mayor and Mayor of Launceston and the General Managers of both Councils.
- 2.9. A more nimble membership would provide greater scope for meetings to occur. There may be opportunities to coincide with other meetings which the Lord Mayor, Mayor and General Managers attend including Local Government Association of Tasmania meetings or TasWater meetings.
  - 2.9.1. There may be opportunities for elected members from both Councils to attend future meetings if there are issues which are of a particular interest to individual Aldermen.
- 2.10. The Council can be kept abreast of discussions by receiving copies of the agendas and minutes of the meetings as well as six-monthly updates on progress with a view to reviewing the proposed arrangement in 12 months time.

### **3. PROPOSAL**

- 3.1. It is proposed that the Council endorse a twice-yearly meeting between the Lord Mayor of Hobart, the Mayor of Launceston and the General Managers of the Hobart City Council and Launceston City Council and that this arrangement replace the Protocol which was adopted by the Council on 13 April 2015.
- 3.2. It is further proposed that Aldermen receive copies of the agendas and minutes of the meetings and a six-monthly update on progress.

#### **4. STRATEGIC PLANNING IMPLICATIONS**

- 4.1.** The Hobart City Council's Capital City Strategic Plan 2015-2025 provides for the provision of capital city leadership.

#### **5. FINANCIAL IMPLICATIONS**

- 5.1.** Funding Source(s)

5.1.1. Not applicable.

- 5.2.** Impact on Current Year Operating Result

5.2.1. Not applicable.

- 5.3.** Impact on Future Years' Financial Result

5.3.1. Not applicable.

- 5.4.** Asset Related Implications

5.4.1. Not applicable.

#### **6. DELEGATION**

- 6.1.** This matter is delegated to the Council.

#### **7. CONSULTATION**

- 7.1.** Consultation has occurred with the Launceston City Council.

#### **8. CONCLUSION**

- 8.1.** The Council established an MOU with the Launceston City Council in 2012.
- 8.2.** There have been various amendments to the original arrangements put in place, however, to date the arrangements have not been as nimble as required for two very busy organisations.
- 8.3.** An arrangement whereby the Lord Mayor of Hobart, Mayor of Launceston and the General Managers of both Councils meet as the primary local government entities in the south and the north of the State is being proposed.
- 8.4.** To cut down the time taken to arrange these meetings it is hoped that they can coincide with other meetings the Lord Mayor, Mayor and General Managers attend.
- 8.5.** If the proposed arrangement is agreeable the agendas and minutes will be provided to the Council together with a six-monthly update on progress with a view to reviewing the proposed arrangement in 12 months time.

## 9. **RECOMMENDATION**

*That:*

- 9.1. *The report NH:fc(o:\council & committee meetings reports\gc reports\2016 meetings\31 may\report -- lcc mou.docx) be received and noted.*
- 9.2. *The Council endorse a twice-yearly meeting between the Lord Mayor of Hobart, the Mayor of Launceston and the General Managers of the Hobart City Council and Launceston City Council and that this arrangement replace the Protocol which was adopted by the Council on 13 April 2015.*
- 9.3. *Aldermen receive copies of the agendas and minutes of the meetings and a six-monthly progress update.*

*As signatory to this report, I certify that, pursuant to Section 55(1) of the Local Government Act 1993, I hold no interest, as referred to in Section 49 of the Local Government Act 1993, in matters contained in this report.*



(N. D. Heath)

**GENERAL MANAGER**

**7. AUSTRALIAN INSTITUTE OF COMPANY DIRECTORS PROFESSIONAL  
DEVELOPMENT REPORT – ALDERMAN DENISON – FILE REF:13-2-4**

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**The General Manager reports:**

“Alderman Sexton has submitted the attached report in accordance with Clause C(7) of the Council’s policy titled *Aldermanic Development and Support*.”

DELEGATION:      Committee

## TRAINING AND DEVELOPMENT REPORT

ATTENDED BY: Alderman Tanya Denison

Course: AICD Company Directors Course

Course Dates: 18 – 22 January 2016

Assessment Completed: 24 February 2016

Results Received: 6 April 2016

### COURSE SUMMARY

The Australian Institute of Company Directors' "Company Director's Course" is a widely recognised course designed to educate Board members about the legal framework that Directors operate within, their legal obligations and responsibility, and good practice in the core skills of Board members such as governance, assessing financial performance, setting strategy and managing risk.

Although the Council does not strictly fall legally within the definition of a Board and relevant legislation, the advanced level of Board skills contained in the course are entirely applicable to developing professional skills to perform the duties of an Alderman.

This course was presented in five consecutive days of face to face classroom training. Each day was presented by a different invigilator, specialised in the topics dealt with that day. Prior to the course, around 30 hours of pre-reading was required to have an adequate knowledge base to build upon with the invigilator's material each day. On the final day, there was a role playing activity which brought together the week's learning's in a simulated situation where the Board's decisions were potentially exposed to legal implications.

The assessment was required to be submitted within six weeks of the face to face training. It consisted of a 3000 word essay and a 3 hour online closed book exam. Preparation for these took many hours as they were both designed to ensure thorough assessment of the full range of subjects covered to a highly detailed degree.

Notification of results took some time. Six weeks after completion of the assessment, I was notified that I had passed the course. Graduation confers the post nominals "GAICD" to the successful candidate.

**8. – 2016 LOCAL GOVERNMENT ASSOCIATION OF TASMANIA ANNUAL  
CONFERENCE – HOBART – 20-22 JULY 2016 – ALDERMANIC  
NOMINATIONS - FILE REF: 13-2-22**

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8x's

**The General Manager reports:**

“The attached program is provided to enable Aldermanic nominations to be sought for attendance at the 2016 Local Government of Tasmania Annual Conference to be held in Hobart from 20 – 22 July 2016.

Clause C2 of the Council's policy in respect to Aldermanic induction, professional development and conference attendance, provides that:

*The Council may approve the attendance of Aldermen at relevant conferences as representatives of the City, in the capacity as a delegate or conference presenter, subject to budget availability. Particular conferences where Council representation may be considered appropriate may be brought to the notice of the Council by the General Manager or an individual Alderman.*

*When such conferences are listed on the relevant committee agenda for consideration of representation, the relevance of the conference to the City's strategic objectives is to be addressed as part of the process.*

The content of the conference is clearly relevant to local government and the Council's Strategic Plan 2015-2025.

The estimated cost of full attendance is \$970 per person, which is inclusive of full registration fees, travel expenses and other incidental expenditure. Please note as the conference is to be held in Hobart, there is no accommodation provision included in the estimated cost.

In the event that the Council approves Aldermanic attendance, the cost will be attributed to general Aldermanic conferences allocation within the City Government function of the 2015/2016 Annual Plan, which presently has funding available.

The information is submitted for consideration.”

DELEGATION: Council



# METAMORPHOSIS

## A Time of Change and Transformation



104<sup>th</sup> LGAT Annual Conference  
20 - 22 July 2016  
C3 Convention Centre,  
64 Anglesea Street, South Hobart

CONFERENCE PROGRAM AND REGISTRATION FORM

Enquiries: [www.lgat.tas.gov.au](http://www.lgat.tas.gov.au) Phone: (03) 6233 5966

Register by Friday, 1 July 2016 for your chance to **WIN** a night's accommodation at Wrest Point in a Harbour View Room, plus breakfast for two people, valued at \$300



## President's Welcome



### Mayor Doug Chipman

President

Local Government Association of Tasmania

It gives me great pleasure to invite you to attend the 2016 LGAT Annual Conference, themed *Metamorphosis: A Time of Change and Transformation*, from 20-22 July.

Local Government is continually evolving but more than ever, there's a focus on reform – of structure, functions and governance. Councils,

elected members and staff will need to be able to not only respond to change but to lead change, and deliver improvements to our sector.

The line-up of learned keynote speakers will help to enhance our knowledge on how we can better prepare for, adapt to and champion change to deliver better outcomes for the communities we represent.

Susan Law will kick off conference with an engaging address entitled *Review, Transformation and Reinvention – a fresh look at Local Government Reform*. She will lead us on a geographic and sector based change journey.

We will also be joined by Geelong born, Harvard-based Dean Williams who will help us understand our roles as “*Earth Shakers*” and “*How to be an Agent of Change in a Crazy World*.”

We have six exciting workshops, with topics ranging from community engagement to digital futures and becoming a change champion, and will be able to examine the hotbed of the Federal Election campaign with ALGA President, Mayor Troy Pickard.

Former ABC Radio talkback host, Tim Cox, will MC the conference and facilitate an interactive Panel Discussion – *Change: for Better or Worse?*, featuring representatives from Local Government and State Parliament, as well as the community and private sectors.

The LGAT Annual Conference is always well supported by sponsors and trade exhibitors, and this year's event is no exception. This year, we are excited to be based at a new venue – the C3 Convention Centre, in South Hobart.

I encourage you all to take part in what promises to be a most exciting and informative conference.

Mayor Doug Chipman

President

## Special thanks to our Sponsors and Supporters

### Platinum Sponsor

MAV INSURANCE

### Gold Sponsors



Commonwealth Bank



The Essential First Step



### Silver Sponsors



### Valued Contributors





## Plenary Keynote Speakers



### Dean Williams

#### *Earth Shakers: How to be an Agent of Change in a Crazy World*

##### Session Sponsor – Dial Before You Dig

Leaders must be dynamic change agents with a global mindset, who have the capacity to cross boundaries, build bridges, shake people from the status quo and mobilise diverse factions to participate in the problem solving and creative work of generating responsive organisations and vibrant communities. Dean Williams will look at the challenges of exercising leadership and orchestrating change in an interdependent, chaotic, unpredictable, and crazy world.

Dean is the author of '*Leadership for a Fractured World: How to Cross Boundaries, Build Bridges, and Lead Change*' and '*Real Leadership: Helping People and Organizations Face their Toughest Challenges*.' Originally from Geelong, Dean earned both Master's and Doctoral degrees from Harvard University, specialising in leadership studies and organisational development. He has been a faculty member at the Harvard Kennedy School since 1999, based at the Center for Public Leadership, where he has received numerous awards. He is responsible for the World Leaders Project and chairs The Global Change Agent Program. Dean has also led major change processes, facilitated leadership development initiatives and conducted extensive research with governments, corporations and educational systems across the world.



### Susan Law

#### *Review, Transformation and Reinvention - a Fresh Look at Local Government Reform*

##### Session Sponsor – Tasplan Super

It often appears that financial factors are the main drivers of Local Government reform. Ratepayers are questioning the value they get for their rates, councils are under pressure to deliver an ever increasing basket of services with static or shrinking budgets, and financial support from other levels of government is diminishing as they themselves face fiscal pressures. From NSW's 'Bigger, Better, Fewer Councils' approach to the UK's journey from salami slicing to reinvention, Susan will contrast the different approaches and speculate on where the reform programs will lead.

Susan is a highly successful and experienced executive manager and leader whose experience spans the Housing, Health and Local Government sectors in NZ, Australia, South Africa and the UK. Her career features the implementation of significant shifts in public sector policy and she has successfully achieved major turnarounds in each of the organisations she has led. Financial and productivity driven organisational transformations have been a feature of Susan's leadership – delivering better services and greater value to tax payers. Susan now heads LKS Quaero, a consulting company which specialises in organisational change and transformation.



### Cynthia Payne

#### *Leading through Major Change - Insights from the Other Side*

##### Session Sponsor – CT Management Group Pty Ltd

SummitCare is a NSW based provider of residential and in home services. Under Cynthia Payne's stewardship for the past thirteen years, it has grown to serving over 1,200 older Australians each day across nine locations, and revenue growth has more than doubled from \$37 million to \$82 million. Currently the organisation has three significant developments in the pipeline totalling \$120 million. SummitCare is the only provider of aged services to have been awarded both Gold (2014 and 2012) and Silver (2009) at the prestigious Australian Business Excellence Awards. Cynthia will provide insights into the SummitCare transformation using the Australian Business Excellence Framework, and building a high performing team.

At 33, Cynthia Payne took up her position as CEO of SummitCare where she has transformed the organisation to a leader in the residential and in home aged care sector. Cynthia holds a Bachelor of Nursing, an MBA and is a certified practitioner for balanced scorecard and strategy execution. She is President of Leading Aged Services (LASA) NSW & ACT, Federal Director of LASA Ltd, and immediate past Chairman of the Australian Excellence Foundation.



### Georgia Chapman

#### *Understanding a Changing Tasmania: The Art and Science of Data*

##### Session Sponsor – Timmins Ray Public Relations

Data is a valuable asset that has the potential to improve the lives of all Tasmanians. However, many cringe at the thought of finding meaning and patterns in tables of data, and presenting this to others. This presentation will use case studies of data integration and data visualisation that will show that we can all use statistics in creative, yet informative ways to demonstrate how our community has been changing, and help to plan for future transformation.

Georgia Chapman is the Tasmanian Director of the 2016 Census of Population and Housing in the Australian Bureau of Statistics. Born in North West Tasmania, Georgia has a passion for helping local community groups realise the potential of small area data to inform funding applications and community based decisions. The 2016 Census, to be held on 9 August, is the largest peacetime operation in Australia and Georgia's team is responsible for ensuring that everyone in Tasmania, wherever they are staying on Census night, has the opportunity to be counted.



### Wayne Kayler-Thomson

#### *The Visitor Economy - Think Differently!*

##### Session Sponsor – Department of State Growth

Why is the term "visitor economy" gaining traction as a descriptor for tourism? What has changed that needs different thinking and why is this relevant to Local Government? This presentation will answer these questions and consider why embracing the visitor economy can make a real difference to maximising the economic, social, environmental and cultural return on investment for communities. It will also outline the success factors for visitor economy development, marketing and management, and the role and opportunities for enlightened councils willing to embrace change and recognise the power of the visitor economy.

With over 30 years' leadership experience in the tourism sector, Wayne Kayler-Thomson provides professional services as a strategic business planning, governance and leadership advisor. Wayne is Chairman of Great Ocean Road Regional Tourism and Deputy Chairman of the Victoria Tourism Industry Council. Previously, he held senior executive roles in tourism and regional economic development, and was a tourism business owner/operator and management consultant.

## Workshops Thursday, 21 July 1.30pm - 3.00pm

## Workshops Friday, 22 July 9.00am - 10.30am

## Stream

1



### Desley Renton

#### *Community Engagement: Play it Safe or Change with the Times*

The world is becoming ever more complex and the pressure is on Local Government to identify and deliver solutions to really big issues. What changes can we make to the way we engage our communities so that we can collaboratively and creatively work together to problem solve and innovate? In 2014, the City of Melbourne was awarded IAP2 International, and National Organisation of the Year in recognition of the robust community engagement framework they have adopted. This presentation will look at how both large and small councils can effectively transform the way we engage ratepayers, residents, business and visitors, to support enhanced transparency and better quality outcomes.

Desley Renton is a multi-award winning community engagement strategist who currently manages the Community Engagement Program for the City of Melbourne. Her career includes senior policy and advocacy positions, including seven years with the LGAQ. Desley is an International Association for Public Participation (IAP2) Ambassador and was the International and Australasian President of IAP2 for six years. She is also a Saint James Ethics Centre Vincent Fairfax Fellow.

Sponsored by  
**CHRISTIE**  
PARKSAFE



### Dan Casey

#### *Being a Change Champion*

Most councils tend to overrate their ability to manage change, so when a big change comes along, the wheels can fall off. But councillors can help straddle the gap between strategy and operations, and need to be clear about their role in leading and supporting change. This workshop will provide insights into common reactions to change, our own reactions to change, proven change frameworks to deal with change, and will help delegates develop practical strategies to lead and support change, and become change champions.

Dan Casey has over 20 years' experience working in the learning and development field, including working with councils across Australia to help staff and councillors improve their leadership, management and people skills. Dan currently works with Preferred Training Networks as a leadership capability specialist, where he helps organisations align learning and development to strategic objectives.

## Stream

2



### Michael Paine

#### *Using Team Based Engagement to Improve Processes and Transform the Operational Paradigm*

Central to the application of the Business or Organisational Excellence philosophy, is how an organisation analyses its customer and other stakeholder requirements, and how it delivers value to customers and other stakeholders. With a consistent and integrated approach to improving its business, TasNetworks is focused on delivering stakeholder value through lowest sustainable pricing, increased customer outcomes and a high performance culture. In this workshop, Michael Paine will use practical examples and measurement tools to show how customer understanding delivers process improvements and business transformation.

Michael Paine is the General Manager of Customer Engagement and Network Operations for TasNetworks. Previously Michael was CEO of Southern Water, where he was responsible for the development and delivery of a unified water business. He has been a practitioner of team based improvement activities for twenty years. At TasNetworks, Michael is using 'Customer Journey Mapping' to assist his teams to better understand customer needs, resulting in better solutions to improve customer service, engagement and the customer's experience.

Sponsored by  
**Australian Bureau of Statistics**



### Greg Hallam

#### *It's Not Where You Live but How You Live*

Councils that embrace change will gain the most benefit from the digital economy. Combining mobility, cloud, social media and data in new ways is creating disruption to how councils operate. This benefits councils in how they deliver services to their communities, reduces costs and improves internal efficiencies and processes. The need for political and executive leadership is crucial as it provides the vision and strategic direction, but so too is understanding that business silos need to be broken if technology is to be successfully implemented. This workshop examines the strategies that were undertaken in QLD to help councils travel along the digital journey.

Greg Hallam has been the CEO of the Local Government Association of QLD (LGAQ) since 1992 and is a Director of a number of LGAQ companies. Greg was awarded the Public Service Medal in 2000 for his contribution to Local Government, the Centenary Medal in 2001, the Olympic Council's Committees Merit Award in 2005, Roads Australia's John Shaw Medal, and the National Emergency Medal in 2012.

## Stream

3



### Cameron Spence & Angelo Saridis

#### *Collaborative Procurement as an Enabler of Change*

Cameron Spence and Angelo Saridis will explore initiatives undertaken within Victorian Local Government which utilise procurement as an enabler of change and sector transformation, and will seek to identify similar opportunities for Tasmania. The Municipal Association of Victoria (MAV) has established MAV Procurement to drive efficiencies and improve procurement practices across the Victorian Local Government sector. The MAV has undertaken a number of groundbreaking projects including the LEAP continuous improvement program. The Gippsland Local Government Network (GLGN), a network of six regional councils, is a participant in the LEAP program and is working collaboratively to shape the way their services are delivered. Hear about their journey, from its establishment to the delivery of key objectives.

Cameron Spence is the Manager, Commercial Services for the MAV. He has managed the establishment and development of MAV Procurement, and a number of sector-wide procurement projects including: the Victorian Local Government Funding Vehicle; an energy efficient street lighting bulk replacement program; and the LEAP program. Angelo Saridis is the Manager of Performance and Innovation at Latrobe City Council. Angelo's team facilitates improvements and innovation to contribute to the overall sustainability of the Council in a revenue constrained environment.

Sponsored by  
**stornoway**



### Ian Plowman

#### *Investing in your Community*

Communities are the result of people exercising one of three choices - to come, to stay, or to go. These choices are largely influenced by how people feel. The message for councils concerned about maintaining the resilience and vitality of their communities is to pay attention to the factors that influence people's feelings. How can we influence a visitor to stay another day? How can we influence a renter to become a home owner? How can we create a culture where people feel wanted and accepted? How can we create a community where people feel respected, listened to and empowered? Paying attention to these questions is the best investment a council can make.

Ian Plowman is an organisational psychologist, facilitator and social researcher who works with groups, associations, industries, communities and government agencies. He holds a Doctorate in Management (researching innovation), an Advanced Masters in Business Administration, a Masters in Organisational Psychology and an Honours Degree in Clinical Psychology. Ian helps clients to develop skills and awareness to remove blockages and raise their levels of creativity and innovation.



## Social Program

### Wednesday, 20 July



#### 6.00pm – 7.00pm Government House Reception

To celebrate the commencement of the 104th LGAT Annual Conference, Her Excellency Professor the Honourable Kate Warner AM, Governor of Tasmania, will host a reception at Government House. Delegates, partners and sponsors wishing to attend should register their interest by submitting their completed registration form to LGAT by 1 July. Invitations for the reception will then be issued by Government House. Numbers are limited.

A free, return shuttle service with wheelchair access will transport delegates from Wrest Point to Government House, boarding at 5.25pm and departing at 5.35pm. If you require this service, please confirm your intention to do so on the Registration Form.

### Thursday, 21 July

#### 4.45pm - 5.45pm Commonwealth Bank Happy Hour, Atrium

Unwind after an exciting day of conferencing and enjoy a drink or two with colleagues, sponsors and trade exhibitors at the Commonwealth Bank Happy Hour. Raffle tickets will be on sale in support of RSPCA Tasmania. **The winner will receive a \$500 voucher from Tyres 4U, and three runners-up will each receive family admission to the Tahune AirWalk.** Partners are welcome upon registration.



#### 7.15pm – 11.30pm MAV Insurance Conference Dinner Tasman Room, Wrest Point

Enjoy a 3-course dinner, fine wine, the announcement of the winner of the **Meritorious Service Award** presented by the Life Members of the Association, and the presentation of the **LGAT Long Service Awards**. Musical entertainment by **Transit** will top off a night to remember. Partners are welcome.

## Information for Delegates

### Registration

The Registration Desk is located at the entrance of the C3 Convention Centre and will open from 10.00am to 2.00pm on Wednesday, 20 July, and from 8.00am to 2.00pm on Thursday, 21 July.

### Conference Carry Bags

Distributed to full-day delegates and full-conference delegates, not partners or trade.

### Personalised Lanyards

Lanyards bearing delegate names are distributed at registration. Lanyards are to be worn at all times for entry to conference sessions.

### Messages

Telephone messages can be left at the C3 office.  
Phone: (03) 6122 0111.

### Trade Exhibition

Exhibitors will be located in the Atrium. Tea breaks, luncheons and Happy Hour will be hosted in the Atrium.

### Access and Parking

The C3 Convention Centre is fully accessible to people with disabilities and the site provides ample, free car parking.

### Mobile Phones

For the convenience of all delegates, please turn off your mobile phone during conference and workshop sessions.

### Accommodation

Conference delegates and trade exhibitors must book their accommodation with Wrest Point by **Monday, 20 June**. Choose from the 269 superbly appointed rooms and suites which capture stunning views of the Derwent River, Mount Wellington and surrounds. Wrest Point room rates are inclusive of GST, with the following accommodation options available:

**Motor Inn** (3.5 star) - \$159

**Water Edge Room** (4 star) - \$169

**Tower Room** - Standard (4.5 star) - \$189

**Tower Room** - Executive (4.5 star) - \$209

**Tower - Executive Suite** (5 star) - \$269

Rooms are available for people with disabilities. To make a reservation, visit the LGAT Annual Conference page on the LGAT website at [www.lgat.tas.gov.au](http://www.lgat.tas.gov.au) and click on the link to make an online booking. Alternatively, call Wrest Point on 1800 139 760, or email [groups@wrestpoint.com.au](mailto:groups@wrestpoint.com.au) quoting 'Business Block no 722893'

### Check-out

Check-out is prior to 11.00am.

### Privacy Statement

Some of the information provided on this form is personal information as defined in the *Privacy Act 1998*. This information is required for the purposes of processing your conference registration.

### Cancellation Policy

If you have registered for the conference and are unable to attend, a substitute participant will be welcome at no extra charge. If a substitute cannot be made, a full refund will be given if you notify the LGAT in writing no later than 1 July. Cancellations received between 2-9 July will forfeit 50% of the registration fee. Full payment will apply for cancellations received after 9 July, or if no cancellation notice is received. **For cancellations, phone: (03) 6233 5966, or email: [admin@lgat.tas.gov.au](mailto:admin@lgat.tas.gov.au).**

## Delegates Program

### Wednesday, 20 July 2016

10.00am - 2.00pm	<b>Registrations Desk Open</b> - C3 Atrium Entrance
10.30am - 11.00am	<b>Telstra Morning Tea</b> - Atrium
11.00am	<b>Annual General Meeting</b> - Auditorium
	<b>General Meeting</b> to immediately follow on from the AGM
	<b>Hon Peter Gutwein MP</b> , Minister for Planning and Local Government
12.30pm - 1.30pm	<b>Telstra Lunch</b> - Anglesea Room
1.30pm	<b>General Meeting</b> (continued)
5.25pm - 5.35pm	<b>Board Shuttle Service</b> Wrest Point to Government House
6.00pm - 7.00pm	<b>Government House Reception</b>

### Thursday, 21 July 2016

8.00am	<b>Conference Registration</b> - Registration Desk
8.45am	<b>Welcome and Opening</b> <b>Mayor Doug Chipman, LGAT President</b> Auditorium
9.00am	<b>Susan Law</b> <i>Review, Transformation and Reinvention - a Fresh Look at Local Government Reform</i>
9.45am	<b>Moving Moment with Kalo Lowe</b>
9.55am	<b>Cynthia Payne</b> <i>Leading through Major Change - Insights from the Other Side</i>
10.45am	<b>Dial Before You Dig Morning Tea</b> - Atrium
11.15am	<b>Wayne Kayler-Thomson</b> <i>The Visitor Economy - Think Differently!</i>
11.40am	<b>Mayor Troy Pickard - ALGA President</b>
12.00pm	<b>Georgia Chapman</b> <i>Understanding a Changing Tasmania: The Art and Science of Data</i>
12.30pm	<b>Dial Before You Dig Lunch</b> - Atrium
1.30pm	<b>Workshop Program</b>
	<b>Stream 1: Desley Renton</b> <i>Community Engagement: Play it Safe or Change with the Times</i>
	<b>Stream 2: Michael Paine</b> <i>Using Team Based Engagement to Improve Processes and Transform the Operational Paradigm</i>
	<b>Stream 3: Cameron Spence &amp; Angelo Saridis</b> <i>Collaborative Procurement as an Enabler of Change</i>
3.00pm	<b>Commonwealth Bank Afternoon Tea</b>
3.45pm	<b>Panel Discussion: Change: for Better or for Worse?</b>
	Panelists include: <b>Lara Giddings MP</b> <b>Greg Hallam</b> - LGAQ, <b>Tim Hess</b> - Petuna Pty <b>Donna Bain</b> - Self Help Workplace Facilitated by <b>Tim Cox</b>
4.45 - 5.45pm	<b>Commonwealth Bank Happy Hour</b>
7.15pm - 11.30pm	<b>MAV Conference Dinner</b> - Tasman Room, Wrest Point

### Friday, 22 July 2016

9.00am	<b>Workshop Program</b>
	<b>Stream 1: Dan Casey</b> <i>Being a Change Champion</i>
	<b>Stream 2: Greg Hallam</b> <i>It's Not Where You Live but How You Live</i>
	<b>Stream 3: Ian Plowman</b> <i>Investing in your Community</i>
10.30am	<b>Jardine Lloyd Thompson Morning Tea</b> - Atrium
11.15am	<b>Local Government Awards for Excellence</b>
11.45am	<b>Moving Moment - Kalo Lowe</b>
11.55pm	<b>Dean Williams</b> - <i>Earth Shakers: How to be an Agent of Change in a Crazy World</i>
12.50pm	<b>Conference wrap-up and Wrest Point Prize Draw</b>
1.00pm	<b>Jardine Lloyd Thompson Lunch</b> - Atrium
2.00pm	<b>Conference Close</b>



### WIN \$500 worth of new tyres or family admission to the Tahune Airwalk!

Raffle tickets will be available for purchase on 21 July and during the Commonwealth Bank Happy Hour to raise funds for RSPCA Tasmania.

Tickets will be available for \$5 each, or five for \$20.

**The winner will receive a \$500 voucher from Tyres 4U and three runners-up will each receive family passes to the Tahune AirWalk, valued at \$56 each**





# Registration Form/Tax Invoice: 2016 LGAT Annual Conference

ABN 48 014 914 743 (please retain a copy of this form for your tax records. Inclusive of GST)

Delegate ☐ Workshop Attendee only ☐ Sponsor/Valued Contributor ☐ Trade Exhibitor ☐ Media Rep ☐ (please tick)

Title: Cllr ☐ Ald ☐ Mayor ☐ Deputy Mayor ☐ Dr ☐ Mr ☐ Mrs ☐ Ms ☐ (please tick)

Name: \_\_\_\_\_

Organisation: \_\_\_\_\_

Address: \_\_\_\_\_

Post Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Special Needs:** Dietary/medical/wheelchair access/other: \_\_\_\_\_

## Option 1 - Full Registration

Full registration (20-22 July) **\$800** ☐ \_\_\_\_\_

Includes AGM, Government House Reception, Day One & Day Two, Happy Hour and Conference Dinner

Will you be attending the AGM? ..... Yes / No (please circle)

Will you be attending the Government House Reception? ..... Yes / No (please circle)

Do you require the Shuttle Service to Government House? ..... Yes / No (please circle)

Will you be attending the Dinner? ..... Yes / No (please circle)

**Note:** Please indicate your preferred workshops under 'Workshop Bookings'.

## Option 2 - Partial Registration

Make your selection from the options below. Sponsors, please register for all entitlements and write 'nil' in the total column, where applicable.

### Wednesday, 20 July

AGM / General Meeting **\$154** ☐ \_\_\_\_\_

Government House Reception **Nil** ☐ \_\_\_\_\_

Do you require the Shuttle Service to Government House? ..... Yes / No (please circle)

### Thursday, 21 July

Day One Registration only **\$473** ☐ \_\_\_\_\_

Includes Plenary Sessions, Workshops, Happy Hour, Lunch, Morning and Afternoon Tea.

### Conference Dinner

No. of seats required \_\_\_\_\_ x **\$137.50** ☐ \_\_\_\_\_

If registering multiple dinner guests, please attach names on a separate piece of paper.

### Friday, 22 July

Day Two Registration only **\$429** ☐ \_\_\_\_\_

Includes Plenary Sessions, Workshops, Awards for Excellence Presentation, Morning Tea and Lunch.

Local Government Awards for Excellence Presentation **\$50** ☐ \_\_\_\_\_

**Note:** Please indicate your preferred workshops under 'Workshop Bookings'.

## Option 3 - Workshop/s

No. of workshops \_\_\_\_\_ x **\$143** ☐ \_\_\_\_\_

Includes workshop + morning or afternoon tea

## Workshop Bookings

ALL DELEGATES MUST COMPLETE THIS SECTION

**Please circle the workshop/s you will be attending (one per day)**

Thursday, 21 July Stream 1 Stream 2 Stream 3

Friday, 22 July Stream 1 Stream 2 Stream 3

## Partners

Name: \_\_\_\_\_

Dietary Requirements: \_\_\_\_\_

Government House Reception **Nil** ☐ \_\_\_\_\_

Does your partner require the Shuttle Service to Government House? ..... Yes / No (please circle)

Happy Hour **\$27.50** ☐ \_\_\_\_\_

Conference Dinner **\$137.50** ☐ \_\_\_\_\_

**Grand Total** \$ \_\_\_\_\_

## Payment by EFTPOS

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Amount: \$ \_\_\_\_\_

Name on card: \_\_\_\_\_

Card Type: \_\_\_\_\_ Expiry date: \_\_\_\_ / \_\_\_\_  
AMEX and Diners Club not accepted

Card no: \_\_\_\_\_

Authorised Signature: \_\_\_\_\_

**Post form and payment to: LGAT, GPO Box 1521, Hobart, Tasmania 7001 or email to [reception@lgat.tas.gov.au](mailto:reception@lgat.tas.gov.au)**

**REGISTRATIONS ARE REQUIRED BY WEDNESDAY, 1 JULY 2016**

**Cancellations:** All cancellations must be in writing to LGAT. A full refund will be provided if you notify the LGAT by 1 July. Cancellations received between 2-9 July will forfeit 50% of the registration fee. Full payment will apply for cancellations received after 10 July, or if no cancellation notice is received.

**Phone: (03) 6233 5966, or email: [reception@lgat.tas.gov.au](mailto:reception@lgat.tas.gov.au)**

The AGM agenda will be available on the LGAT website at [www.lgat.tas.gov.au](http://www.lgat.tas.gov.au), or from your Council.



Local Government Association Tasmania

Local Government Association of Tasmania  
GPO Box 1521, Hobart, Tasmania 7001

Ph 03 6233 5966

Email [reception@lgat.tas.gov.au](mailto:reception@lgat.tas.gov.au) [www.lgat.tas.gov.au](http://www.lgat.tas.gov.au)

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**MOTION OF WHICH NOTICE HAS BEEN GIVEN UNDER REGULATION 16 (5)  
OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS  
2015**

**9. RECORDING AND PUBLISHING OF DEPARTURE TIMES FROM  
COUNCIL AND COMMITTEE MEETINGS – FILE REF: 13-1-2**

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LORD MAYOR HICKEY

“That a report be prepared exploring the benefits of recording and publishing the departure times of Aldermen from Council and committee meetings.

**Rationale:**

At its 23 February 2015 meeting, the Council provided in-principle support to the monthly publication online, of all Aldermanic allowances, entitlements, and expenses, identified to the individual Aldermen. This decision was based on a desire to be a fully transparent and accountable Council.

In addition to the above decision, the Council also resolved at its meeting held on 13 April 2015 to report monthly Aldermanic attendance at Council and committee meetings. Accordingly, Aldermanic attendance at Council and Council committee meetings is now available for viewing on the City of Hobart’s public website.

By providing a published record of departure times the Council continues to demonstrate that it is committed to being transparent and accountable to the Hobart ratepayers.

This information will also provide the ratepayers with an indication of the level of participation and involvement of Aldermen in the decision making process.”

**The General Manager reports:**

“In accordance with Clause 5 of the Notices of Motion procedures, I provide the following qualification as to whether the substance of this Notice of Motion resides within the jurisdiction of the Hobart City Council.

The matter resides within the jurisdiction of the Hobart City Council as it refers Aldermanic attendance at Council and committee meetings.”

## **10. GOVERNANCE COMMITTEE – STATUS REPORT**

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7x's

A report indicating the status of current decisions is attached for the information of Aldermen.

DELEGATION:      Committee

***Recommendation:***

***That the information be received and noted.***



**GOVERNANCE COMMITTEE – STATUS REPORT****OPEN PORTION OF THE MEETING****May 2016**

Ref	Meeting	Report / Action	Title	Comments
1	<b>DISCLOSURE OF CONFIDENTIAL MATTERS</b> Council, 15/12/2014, item 12.	A report be prepared in respect to the inclusion of a standard item in the minutes of Open Council and committee meetings, where resolutions made in the Closed portion of those meetings (including details on voting) on matters that may contain privacy/confidential issues, may be released in redacted format by the General Manager at the appropriate time.	Deputy General Manager	This matter was pending the release of the new <i>Local Government (Meeting Procedures) Regulations 2015</i> which are now in place. Independent legal advice has now been sought in respect to legislative requirements. A report will be provided to the July 2016 meeting.
2	<b>COUNCIL COMMITTEES – REVIEW</b> Special Joint Meeting, 10/3/2015.	The Council review its approach to deputations and public question time, with a further report to be prepared for consideration.	Deputy General Manager	This matter was discussed at the Council workshop conducted on 21 May 2016. A further report will be provided shortly in relation to the matter.
3	<b>TRIAL MOBILE FOOD VENDOR PROGRAM</b> Council, 15/12/2014, item 32 and Council 9/2/2016, item 14	The trial City of Hobart Mobile Food Vendor Program continue in its current form until 31 July 2016 after which a report be provided to the Council reviewing the Program in detail and making recommendations in relation to specific guidelines, trading zones, permit fees and other relevant details affecting its ongoing viability.	Director Community Development	The program has been implemented and a further report will be provided to the August Committee meeting.
4	<b>CITY OF HOBART 10 YEAR STRATEGIC COMMUNITY PLAN AND PLANNING AND REPORTING FRAMEWORK REVIEW</b> Council, 9/6/2015, item 22	<ol style="list-style-type: none"> <li>The proposed framework for the development of the 10 year Strategic Community Plan; The Four-Year Council Delivery Plan; the Annual Plan and associated documents be endorsed. <ol style="list-style-type: none"> <li>The conversion of the current documents in accordance with the framework be progressed, commencing with a workshop with Aldermen.</li> </ol> </li> <li>A further report be prepared on a proposal to extend the Community Vision beyond 2025, following completion of</li> </ol>	General Manager	A report in relation to this matter will be provided in due course.

Ref	Meeting	Report / Action	Title	Comments
		the 10 year Strategic Community Plan.		
5	<b>VOLUNTARY AMALGAMATIONS - ADDITIONAL INFORMATION</b> Council: 9/6/2015, item 25, 7/9/2015, item 23, 12/10/2015, item 21	That as a matter of urgency, the Lord Mayor seek an undertaking from the State Government that forthwith upon the information collection exercise being completed by the General Manager, the proposed feasibility modelling for the combinations, as proposed, be fully funded by the State Government.	General Manager	No response has been provided by the State Government as yet in relation to funding of the feasibility.
6	<b>CITY OF HOBART COMMUNITY ENGAGEMENT</b> Council, 13/7/2015, item 21	<ol style="list-style-type: none"> <li>The Council endorse a review of its Community Engagement Framework, commencing in the second quarter of 2015/2016.               <ol style="list-style-type: none"> <li>A comprehensive range of research and community engagement activities be undertaken as part of the review involving the Council and the community.</li> <li>Following the review, the Council be provided with a further report on the outcomes and a draft updated Community Engagement Framework.</li> </ol> </li> <li>The role of the Council's Traffic Committees be considered following the conclusion of the engagement process for the draft Local Retail Precinct Plan.</li> <li>The Council endorse a twelve month trial of the online community engagement platform EngagementHQ and Budget Allocator:               <ol style="list-style-type: none"> <li>Following an evaluation of the trial of the online community engagement platform of EngagementHQ and Budget Allocator, the Council be provided with a report on outcomes.</li> </ol> </li> </ol>	Deputy General Manager	<p>Your Say Hobart was launched on 14 September 2015. The most recent Community Forum was held on 20 April 2016.</p> <p>The role of the Traffic Committees was discussed at the Council workshop conducted on 21 May 2016.</p>

Ref	Meeting	Report / Action	Title	Comments
7	<b>AUDIO RECORDING, LIVE BROADCASTING AND PUBLISHING OF OPEN COUNCIL MEETINGS</b> Council: 11/5/2015, item 22 10/8/2015, item 18	<ol style="list-style-type: none"> <li>1. The audio recording be evaluated after twelve months of operation, including feedback from the Hobart community.</li> <li>2. Council officers address the implementation of electronic display of minutes at Council proceedings and meetings, at the earliest opportunity.</li> <li>3. Consultation with the Tasmanian Deaf Society be undertaken regarding 'audio to text' or typewritten transcripts, and if deemed appropriate this service be offered.</li> </ol>	Deputy General Manager	<ol style="list-style-type: none"> <li>1. Consultation with the Tasmanian Deaf Society is continuing.</li> <li>2. The implementation of electronic minutes is being progressed.</li> </ol>
8	<b>COUNCIL AND COMMITTEE MEETINGS AND COUNCIL DINNERS</b> Council, 12/10/2015, item 10	A report be provided that considers the following: <ol style="list-style-type: none"> <li>a) All committee's being reviewed in line with the Strategic Plan.</li> <li>b) The delegation and membership of the City Planning Committee being reviewed.</li> <li>c) Committee Terms of Reference being reviewed.</li> <li>d) The potential for Council's policies to be reviewed which may increase community engagement.</li> <li>e) The provision of a meal following all Council meetings being reviewed, with a view to limiting the number of these dinners.</li> <li>f) The provision of alcohol in the Alderman's lounge being reviewed.</li> </ol>	Deputy General Manager	A Council workshop was conducted on 21 May 2016 and a further report in relation to this matter will be provided shortly.
9	<b>PROCEDURAL CHANGES – LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2015</b> Council, 9/11/2015, item 20	<ol style="list-style-type: none"> <li>1 Council's Policy 2.01 – <i>Meetings: Procedures and Guidelines</i> be amended to incorporate the revised regulations.</li> <li>2. The General Manager liaise with the Local Government Association of Tasmania in relation to conducting Aldermanic training, for interested Aldermen, in respect to the revised legislation.</li> </ol>	Deputy General Manager	These matters are currently being progressed.

Ref	Meeting	Report / Action	Title	Comments
10	<b>SHAPING THE CITIES OF HOBART AND GLENORCHY – DETERMINING THE BENEFITS OF ENHANCED LAND VALUE THROUGH INVESTMENT IN A PUBLIC TRANSIT SYSTEM</b> Council 9/2/2016, supp. item 16	The Council initiate a Public Transit Corridor Urban Utilisation and Economic Benefit project for the current rail corridor, based on the proposal titled ‘Shaping the Cities of Hobart and Glenorchy – Determine the Benefits of Enhanced Land Value through Investment in a Public Transit System’, subject to the matched support of the Glenorchy City Council.	General Manager	A request for quotation was released and submissions closed on 20 April 2016. 3 quotations were received and are currently being evaluated. A recommendation will be made to the steering committee shortly.
11	<b>COUNCIL POLICY MANUAL REVIEW 2015</b> Council 7/3/2016, item 22	1. The Council endorse the summary of recommendations in respect to the Council’s Policy Review for 2015. 2. The Council endorse the display of its Policy Manual on the City of Hobart website.	Deputy General Manager	The policy manual has been updated, in line with the revised structure and policies and has been published to the City of Hobart website.  Completed.

Ref	Meeting	Report / Action	Title	Comments
12	<b>NOTICE OF MOTION – STRATEGIES TO ALLEVIATE PEAK TRAFFIC ISSUES</b> Council 21/3/2016, item 15	<ol style="list-style-type: none"> <li>1. That the Lord Mayor be requested to write to the Minister for Infrastructure and take forward the comments in this Notice of Motion, specifically: <ol style="list-style-type: none"> <li>(i) Options on how the Hobart City Council may assist in alleviating the morning and evening peak traffic issues for City and the greater Hobart area.</li> <li>(ii) Options for the State and Federal Government in particular the Education Department, the private schools association and other large employers working collectively on a “time management” approach that may alleviate some of the morning and evening traffic issues.</li> </ol> </li> <li>2. That the Hobart City Council administration canvas in consultation with staff developing a workplace travel plan for the council’s workforce.</li> </ol>	Director City Infrastructure	This matter is currently being progressed.
13	<b>2016 NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT</b> Council 11/4/2016, item 19	<ol style="list-style-type: none"> <li>1. The Council endorse the nomination of national issues of priority for the local government sector consistent with the theme of ‘Partners in an Innovative and Prosperous Australia’ to the 2016 Australian Local Government Association’s National General Assembly.</li> <li>2. The Council monitor matters arising through the Council of Capital City Lord Mayors’ (CCCLM), which may warrant consideration at the 2016 Australian Local Government Association’s National General Assembly.</li> </ol>	General Manager	Clause 1 has been actioned, Clause 2 is ongoing.

Ref	Meeting	Report / Action	Title	Comments
14	<b>LGAT – GENERAL MEETING – IDENTIFICATION OF MOTIONS</b> Council 21/4/2016, item 20	<ol style="list-style-type: none"> <li>1. The Council endorse the submission attached to the report, outlining a series of motions to be tabled to the Local Government Association of Tasmania General Meeting.</li> <li>2. The Council endorse the amendment of the current legislation to support compulsory voting in local government elections within Tasmania.</li> </ol>	General Manager	The motions have been tabled with LGAT.  Completed.
15	<b>MACQUARIE POINT DEVELOPMENT CORPORATION BOARD NOMINATION</b> Council 21/4/2016, item 21	<ol style="list-style-type: none"> <li>1. The Council decline the invitation to nominate a representative to the Board.</li> <li>2. The Council request an undertaking from the Board to increase the level of reporting to the Council.</li> </ol>	General Manager	Correspondence has been sent to the Macquarie Point Development Corporation Board. A response has not yet been received.
16	<b>WORLD CITIES SUMMIT MAYORS FORUM 2016</b> Council 9/5/2016, item 18	<ol style="list-style-type: none"> <li>1. The Council approve the attendance of the Lord Mayor and General Manager at the World Cities Summit Mayors Forum.</li> <li>2. The Lord Mayor and General Manager undertake a presentation of the outcomes of the Summit upon their return.</li> </ol>	General Manager	Arrangements in relation to this matter are underway.
17	<b>NATIONAL GENERAL ASSEMBLY CONFERENCE</b> Council 9/5/2016, item 19	Alderman Ruzicka represent the Council at the National General Assembly Conference to be held in Canberra from 19 to 22 June 2016.	Deputy General Manager	Arrangements in relation to this matter are underway.
18	<b>NEW LOCAL GOVERNMENT CODE OF CONDUCT FRAMEWORK</b> Council 9/5/2016, item 20	<ol style="list-style-type: none"> <li>1. The Council note the commencement of the new local government code of conduct framework on 13 April 2016.</li> <li>2. The Council adopt the Model Code of Conduct, without variation.</li> </ol>	Deputy General Manager	This resolution has been implemented.  Completed.

Ref	Meeting	Report / Action	Title	Comments
19	<b>ALDERMANIC DEVELOPMENT AND SUPPORT – REVIEW</b> Council 9/5/2016, item 21	<ol style="list-style-type: none"> <li>1. The Council endorse the policy titled <i>Aldermanic Development and Support</i>, inclusive of the revisions shown.</li> <li>2. It be noted that the Risk and Audit Panel has been requested to consider the adequacy of the existing policy provisions in circumstances where an Alderman may resign from Council in advance of the expiry of their term of office, having accessed Professional Development funding during the year in which they resign.</li> </ol>	Deputy General Manager	The policy is being revised at present and will be published on the City of Hobart website and in The Hub shortly.
20	<b>ALDERMANIC REPRESENTATION ON EXTERNAL BODIES – ATTENDANCE AT MEETINGS</b> Council 9/5/2016, item 22	The Council's policy titled <i>Council Representation on External Bodies and Organisations</i> be amended to reflect that the future annual reporting by Aldermen include, where possible, the number of meetings held by the body and the number of meetings which have been attended by the Council representative.	Deputy General Manager	The policy has been revised and will be published on the City of Hobart website shortly.
21	<b>LEGISLATIVE COUNCIL FINAL REPORT ON TASMANIAN ELECTORAL COMMISSION</b> Council 9/5/2016, item 23	<ol style="list-style-type: none"> <li>1. The Council write to Tasmania's major political parties and the LGAT strongly encouraging their support of the recommendations contained in the Legislative Council's final report.</li> <li>2. In its correspondence, the Council reiterate its position that local government elections should be compulsory and conducted at the ballot box.</li> </ol>	General Manager	Correspondence has been sent to LGAT and the major political parties. A response has not yet been received.

## **11. QUESTIONS WITHOUT NOTICE – FILE REF: 13-1-10**

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Pursuant to Section 29 of the Local Government (Meeting Procedures) Regulations 2015, an Alderman may ask a question without notice of the Chairman, another Alderman or the General Manager or the General Manager's representative in accordance with the following procedures endorsed by the Council on 10 December 2012:

1. The chairman will refuse to accept a question without notice if it does not relate to the Terms of Reference of the Council committee at which it is asked.
2. In putting a question without notice, an Alderman must not:
  - (i) offer an argument or opinion; or
  - (ii) draw any inferences or make any imputations – except so far as may be necessary to explain the question.
3. The chairman must not permit any debate of a question without notice or its answer.
4. The chairman, Aldermen, General Manager or General Manager's representative who is asked a question without notice may decline to answer the question, if in the opinion of the intended respondent it is considered inappropriate due to its being unclear, insulting or improper.
5. The chairman may require an Alderman to put a question without notice, to be put in writing.
6. Where a question without notice is asked at a meeting, both the question and the response will be recorded in the minutes of the meeting.
7. Where a response is not able to be provided at the meeting in relation to a question without notice, the question will be taken on notice and
  - (i) the minutes of the meeting at which the question is put will record the question and the fact that it has been taken on notice.
  - (ii) a written response will be provided to all Aldermen, at the appropriate time.
  - (iii) upon the answer to the question being circulated to Aldermen, both the Question and the Answer will be listed on the agenda for the next available ordinary meeting of the committee at which it was asked, whereat it be listed for noting purposes only, with no debate or further questions permitted, as prescribed in Section 29(3) of the Local Government (Meeting Procedures) Regulations 2015.



## **12. CLOSED PORTION OF THE GOVERNANCE COMMITTEE MEETING**

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The following items were discussed:-

- Item No. 1. Minutes of the Closed Portion of the Governance Committee held on 3 May 2016
- Item No. 2. Consideration of Supplementary Items to the Agenda
- Item No. 3. Indications of Pecuniary and Conflicts of Interest
- Item No. 4. Questions Without Notice – File Ref: 13-1-10